

April 24, 2002

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

CHIEF INFORMATION OFFICE MANAGEMENT PROMOTION EXCEEDING \$103,000 ANNUALLY

Consistent with the August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the Chief Information Office's attached request to promote Mr. Jonathan Williams, Senior Information Technology Consultant, CIO, (R13) to Chief Deputy Director, CIO(UC), (R14) at an annual salary of \$118,603. Pursuant to the policy, Board approval is required as the recommended salary increase is above the control point of the salary range and exceeds \$103,000 annually. Approval of this request will result in a 7.5 percent salary increase for Mr. Williams.

Mr. Williams will be promoted to a vacant budgeted position. The recommended salary is commensurate with the salary levels of senior staff in the Chief Information Office. The Chief Deputy Director, CIO(UC), has been vacant since April, 1999. Mr. Williams has been acting in this capacity since August 1999 and has been receiving an out-of-class bonus. He has clearly demonstrated his ability to successfully perform the duties of Chief Deputy Director, CIO(UC).

This highly responsible and visible position reports directly to the Chief Information Officer and is responsible for assisting him in managing the activities of the department. It requires senior-level management experience in County administrative policies, and knowledge in information technology standards, practices and operations. This position is critical to the success of implementing the Department's mission as approved by the Board of Supervisors.

Based on the above, we recommend approval of the Chief Information Office's request.

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In accordance with the policy on managerial salaries, please advise this office if you would like this request placed on an upcoming agenda for Board action. Unless otherwise instructed by May 7, 2002, we will authorize the Chief Information Officer to proceed with this promotion.

Please contact me if you have any questions or need additional information, or your staff may contact Bob Muench, of my staff, at 213 974-1126.

DEJ:DIL
RLM:CL:lbm

Attachments

c: Chief Information Officer
Director of Personnel